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18 March 1964

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**MEMORANDUM FOR:** Executive Director-Comptroller  
D/DCI/NIDE  
Deputy Director (Intelligence)  
Deputy Director (Plans)  
Deputy Director (Science & Technology)  
Assistant Director, CR  
Assistant Director, CS

**SUBJECT :** SCIPS Report

1. The USIB Executive Secretary on 16 March circulated USIB-D-29.7/5 to USIB for Board action at an early date.

2. Among the various recommendations made by SCIPS in its report, and those made by CODIB in its evaluation of the SCIPS report, there is one subject on which a difference of views has been expressed and which has budgetary implications of direct interest to a number of components within CIA; namely, what kind of follow up activity should the Community sponsor in the field of information processing.

3. While considerable coordination of views was undertaken during the preparation of the CODIB evaluation, I wish to make a special effort to obtain an Agency position on this point in advance of briefing the Chairman and the CIA members of USIB. Two actions are planned:

a. A briefing of addressees or their representatives by Director, SCIPS.

b. A coordination of the attached draft by Chairman, CODIB.

4. I will notify you later as to the time and place of the SCIPS briefing (please allow about 40 minutes).

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PAUL A. BOREL  
Chairman

USIB Committee on Documentation

Attachment: Draft memo for DDCI

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18 March 1964

MEMORANDUM FOR: Deputy Director of Central Intelligence  
SUBJECT : Information Processing  
REFERENCE : Community Information Processing Report  
circulated by USIB Executive Secretary  
under cover of memorandum USIB-D-39,7/5,  
dated 16 March 64

1. This action memorandum recommends in paragraph 8 an Agency position to be taken before the USIB on referenced report.

#### BACKGROUND

2. Referenced document in fact contains three papers each containing various recommendations. They all have to do with what's good and what's bad about the Community's information handling situation, and what to do about it.

3. The basic report, known as the SCIPS (Staff for the Community Information Processing Study) Report was prepared at USIB direction, and a summary of that report is included as Tab A to the evaluation of it prepared by USIB's Committee on Documentation (CODIB). An independent evaluation of the SCIPS Report by an outside panel is to be found under Tab C.

4. The main issue before USIB, and on which an Agency position should be established, may be simply stated:

Now that a fact-finding report has been completed, what kind and what level of effort for seeking solutions to Community information processing problems should USIB establish and support?

5. On the main issue, ECIPS, and the Panel of Consultants, have recommended a permanent body, organized either as a Systems Coordination Staff or as a Community Operations Research Center (Tab A, page 24, and Tab C, recommendation c, page 6, both in referenced report). While not specified, it is clear that the size of the organization contemplated would be in the range  personnel, depending upon the program to be undertaken. The arguments to support this approach may be summarized by saying that:

a. past ad hoc approaches have not resulted in any impressive gains;

6. CODIS agrees with this justification, but argues in favor of other means for seeking solutions, recommending,  the use of a number of

25X1 ad hoc groups each of which would be responsible for pursuing some aspect of the problem, and all backed by a small permanent staff [redacted] whose mission it would be to rotate, guide and support individual group endeavors (Recommendations 3 and 4, page 21 of reference). Reasons for this position stem from the belief that:

a. the organization of a large, competent staff could only be accomplished at the expense and to the detriment of the existing, important, departmental programs for improving information handling;

b. best solutions to Community problems will most likely come from specialists themselves involved in and having responsibilities for departmental operations.

7. Bearing in mind the current economy climate, it seems to me we are bound to recommend that minimal cost alternative which still gives promise of success. Moreover, the CODIB approach does not preclude a later adoption of the SCIPS scheme. Indeed the small permanent secretariat could serve as the first step to the building of a larger group should events justify such a course of action.

#### RECOMMENDATION

8. I therefore recommend that you adopt the CODIB position as your own and support before USIB the establishment of a small joint CIA-DIA permanent secretariat to supplement vigorous participation by USIB representatives on ad hoc groups.



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organized to work on the critical Community information processing problems (see attached list).

PAUL A. BOREL  
Chairman  
USIB Committee on Documentation

Attachment: Excerpts from CODIB Recommendations

CONCURRENCES:

APPROVAL:

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D/DCI/NYPE

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Executive Director-Comptroller

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Assistant Director for Computer Services

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EXCERPT FROM CODIB RECOMMENDATIONS\*

- a. Develop the Community coordinated content control code.
- b. Develop and publish a standard item list.
- c. Develop and implement standardized item description lists.
- d. Develop a standard installation description format.
- e. Develop a Community coordinated RAD program in the areas of non-numerical data processing, associative memories, and machine translation.
- f. Develop a biographic intelligence processing plan.
- g. Develop a coordinated plan for processing bibliographic data on foreign publications.
- h. Develop proposals for improved analyst-to-analyst communication, including the feasibility of a centralized Intelligence Community directory service.
- i. Develop a standard photographic chip, exploring the feasibility of adopting the recently developed DoD standard.

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\*See USIB-D-39.7/5, pp. 20-22, for full list of recommendations.

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